



കേരള ഗസറ്റ്

KERALA GAZETTE

ആധികാരികമായി പ്രസിദ്ധപ്പെടുത്തുന്നത്

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PART III

Stores Purchase

Kerala Public Service Commission

ടെണ്ടർ നോട്ടീസ്

നമ്പർ ഇ.എസ്.01/2014. 2014 ഫെബ്രുവരി 18.

കേരള പബ്ലിക് സർവ്വീസ് കമ്മീഷൻ ഒരു വർഷക്കാലത്തേക്ക് താഴെപറയുന്ന സ്പെസിഫിക്കേഷൻ പ്രകാരമുള്ള ഒ.എം.ആർ. ഷീറ്റുകൾ സപ്ലൈ ചെയ്യാൻ കഴിവുള്ള കരാറുകാരിൽ നിന്നും മുദ്രവെച്ച ടെണ്ടറുകൾ ക്ഷണിച്ചുകൊള്ളുന്നു.

സ്പെസിഫിക്കേഷൻ

- രണ്ട് ബാർ കോഡുകളും ലേസർ പെർഫറേഷനുമുള്ള രണ്ടു വശവും പ്രിന്റ് ചെയ്ത പ്രി-പ്രിന്റ്ഡ് & പ്രി-ബബിൾഡ് ആൽഫാകോഡ് അടങ്ങിയ ഒ.എം.ആർ. ഷീറ്റുകൾ.
- വലിപ്പം : A4
- ഘനം : 100 മുതൽ 105 ജി. എസ്. എം. വരെ.
- കളർ : ഓരോ കോഡിനും ചുവപ്പിന്റെ വ്യത്യസ്ത ഷെയ്ഡുകൾ
- ടൈപ്പ് : ഒ. സി. ആർ. ഗ്രേഡ് റിഫ്ളക്റ്റീവ്.
- ബാർ കോഡ് : വ്യത്യസ്ത ഫോർമാറ്റുകളിലും (കോഡ് 39 ലംബമായും കോഡ് 128 തിരശ്ചീനമായും രേഖപ്പെടുത്തിയിരിക്കണം.) പരമ്പരകളിലുമുള്ള ഒരേ 8 അക്ക നമ്പരിനെ സൂചിപ്പിക്കുന്ന രണ്ട്

ബാർകോഡുകൾ (കോഡ് 39, 128 കോഡ് എന്നീ ബാർകോഡുകൾ വ്യത്യസ്ത പരമ്പരകളിലായിരിക്കണം).

- 7. കാലിപർ : 0.0035 മുതൽ 0.0080 വരെ.
- 8. പ്രീചെക്ക് : 100% പ്രീ-ചെക്ക് റിപ്പോർട്ട് & ഡാറ്റാബേസ് സപ്പോർട്ട്.
- 9. പ്രീ-പ്രിന്റിംഗ് & പ്രീ-ബബിൾഡ് ആൽഫാകോഡ് ഉൾപ്പെടുത്തിയിരിക്കണം.
- 10. സെക്യൂരിറ്റി പ്രത്യേകതകൾ : മൈക്രോ പ്രിന്റിംഗ്, ഇൻവിസിബിൾ പ്രിന്റിംഗ്, ഒപേക് ടെസ്റ്റ് (വോയിഡ് പാസ്റ്റോഗ്രാഫ്).

ടെൻഡർ ഡോക്യുമെന്റ്സും (കൈമാറ്റം ചെയ്യാൻ പാടില്ലാത്തത്) കൂടുതൽ വിവരങ്ങളും മേൽപ്പറഞ്ഞ ഓഫീസിൽ നിന്ന് ` 3,885 (` 3,700 + 5% നിരക്കിൽ വാറ്റ്) (തിരികെ ലഭിക്കാത്തത്) ക്യാഷ്/മണി ഓർഡർ/ഡിമാന്റ് ഡ്രാഫ്റ്റായി ഒടുക്കി അപേക്ഷിക്കുന്ന പക്ഷം ലഭിക്കുന്നതാണ്.

നിരതദ്രവ്യനിക്ഷേപം—കാട്ട് ചെയ്ത തുകയുടെ 1 %.

ടെണ്ടർ ഡോക്യുമെന്റ് വിതരണം ചെയ്യുന്ന അവസാന തീയതിയും സമയവും—28-3-2014, 12 മണി.

ടെണ്ടർ സ്വീകരിക്കുന്ന അവസാന തീയതിയും സമയവും—28-3-2014, 1 മണി.

ടെണ്ടർ തുറക്കുന്ന തീയതിയും സമയവും—28-3-2014, 3 മണി.

തപാൽ മാർഗ്ഗം ഉണ്ടാകുന്ന താമസത്തിന് കമ്മീഷൻ ഉത്തരവാദിത്വമുണ്ടായിരിക്കുന്നതല്ല. ഏതൊരു ടെൻഡറും പ്രത്യേക കാരണം കൂടാതെ സ്വീകരിക്കുവാനും തള്ളിക്കളയുവാനുമുള്ള പൂർണ്ണ അധികാരം കമ്മീഷനിൽ നിക്ഷിപ്തമായിരിക്കുന്നതാണ്.

വിശദവിവരങ്ങൾക്ക് കേരള പബ്ലിക് സർവ്വീസ് കമ്മീഷന്റെ വെബ് സൈറ്റ് (www.keralapsc.gov.in) സന്ദർശിക്കുക.

No. ES/01/2014. 18th February 2014.

Sealed tenders are invited for the supply of OMR Answer Sheets of 20 Lakhs approximately with two Bar codes; Pre-printed, Pre-bubbled Alpha code as per the specifications given in the schedule of items on rate contract basis for a period of one year.

The tender should be superscribed “Tender No. ES/01/2014 for the supply of OMR Answer Sheets” and addressed to the Secretary, Kerala Public Service Commission, Pattom, Thiruvananthapuram, Kerala, Pin-695 004. Tenders will be received upto 1 p. m. on 28-3-2014 and will be opened at 3 p. m. on 28-3-2014 in the presence of the tenderers or their authorised representatives who may be present at that time. Late tenders will not be accepted.

Intending tenderers may send applications to the Secretary, Kerala Public Service Commission and obtain the requisite tender forms along with the specimen.

Applications for the tender forms and the specimen should be accompanied by a Cash Remittance/Money Order/Demand Draft (in favour of the Secretary, Kerala Public Service Commission) for a sum ` 3,885 (` 3,700 + VAT @ 5%) which is the price fixed for a tender form and is not refundable under any circumstances. The tender forms are not transferable. Duplicate tender forms if required, will be issued at ` 1,995 (` 1,900 + VAT @ 5%). The sale of tender forms will be closed at 12 Noon on 28-3-2014. Cheques, Postal Orders, Postal Stamps etc. will not be accepted towards the cost of the tender forms. Tender forms will not be sent by V. P. P. Kerala Stamp Paper will be supplied to the intending tenderers outside Kerala for execution of agreement along with the tender forms if they request the same to Joint Secretary, (R&A), Kerala Public Service Commission, Pattom, Thiruvananthapuram-695 004 followed by a remittance of ` 150 separately ie. ` 100 for Stamp Paper and ` 50 towards incidental expenses. Money Order alone will be accepted for this purpose.

SCHEDULE OF ITEMS

Specifications

- 1. OMR Answer Sheets with 2 Barcodes, Pre-printed & Pre-bubbled Alpha code and Laser Perforation and printed on both sides.
- 2. Size : A4
- 3. Thickness : 100 to 105 gsm.
- 4. Printing Colour : Different shades of red colours for different codes
- 5. Type : OCR Grade Reflective.
- 6. Barcode : Two barcodes indifferent formats (Vertically placed barcode in Code 39 and horizontally placed barcode in Code 128) and sequence for a single unique 7 digit number. Alpha Code should be added as eighth digit of barcode. The code 39 and Code 128 barcodes should be in different sequences.
- 7. Caliper : “ 0.0035 to 0.0080.”
- 8. Pre-check : 100% pre-checked with certification & database support.
- 9. Only the corresponding Alpha code (Pre-printed, Pre-bubbled) should incorporated and placed in its correct position as shown in the specimen.
- 10. A laser perforation for detaching A&B Parts shall be provided and also provide **scissors** symbol,

print “cut here” & “ഇവിടെ മുറിക്കുക” in malayalam and cut a “v” shaped notch at both sides of perforation for easy separation of Part A and B as shown in the specimen attached.

11. Provide sufficient space in between the digits of register number grid as in the specimen.

12. Security features to be incorporated

1. Opaque Test (Void Pantograph). The actual position of void Pantograph will be disclosed to the accepted tenderer only.
2. Microprinting (Text: "KPSC-KPSC-KPSC"....) as specified in the specimen.
3. Invisible Printing: KPSC Logo to be viewed using Ultra-Violet Lamp. The actual position of the invisible printing will be disclosed to the accepted Tenderer only.

Date up to which the rates are to be firm—Till the completion of the period of contract.

Address of the Office from whom tender forms are to be obtained and to whom tender forms are to be forwarded—The Secretary, Kerala Public Service Commission, Pattom. P. O., Thiruvananthapuram, Kerala, Pin-695 004.

Name and Designation of the Purchasing Officer—
P. C. Binoy, Secretary, Kerala Public Service Commission.

Terms and Conditions

1. The items to be supplied to the office of the Kerala Public Service Commission, Pattom, Thiruvananthapuram-4.
2. Each tender should be accompanied with a packet of OMR Sheets printed as per the specifications with at least 10 Nos. of each alpha code, (A to D) tenders without sample OMR Sheets will be summarily rejected.
3. The quality of paper for printing OMR Sheets should be adhered to for each consignment.
4. On acceptance, the tenderer must enter into a contract with the Kerala Public Service Commission for the supply of the above item as per requirement for a period of one year with the rate and conditions specified in the tender. The period of contract will be one year from the date of first purchase order.
5. The tenderer should have the facility of 100% verification before supply. If any problem of verification of the timing marks and barcodes and any rejection or break down due to imperfect OMR Sheets, the consequent damages if any will have to be borne by the supplier. The rejected

sheets, if any, should also be scanned as per the procedure followed by the Commission at our premises within a time frame fixed by the Commission failing which the damages will be realized from the supplier.

6. The printing facility of the supplier should be ISO certified.
7. The printing of Bar Codes should be of extremely high quality. All the Barcodes should be unique and tested by the supplier before it is supplied. Specimen copies of the printed OMR Sheets with Barcodes should be submitted along with the tender for assessing the quality of paper and printing. Tenders submitted without sample OMR Sheets will be rejected. Instructions for printing sample OMR Sheets for Trial run will be issued along with tender forms.
8. The printing press must have the capability of printing over one lakh Barcodes in a day.
9. The payment will be made only after delivery of each consignment subject to certification by our consultants as to the quality of the materials supplied.
10. The rate quoted should be inclusive of all taxes and freight charges. All charges, taxes, duties, levies and special conditions, if any should be clearly indicated in the tender.
11. The commission reserve the right to visit the firm to assess the printing facility and security arrangements with or without prior notice.

Special Conditions

1. OMR Sheets should be supplied in packets of 20 Sheets (5 Sheets of each alpha code A, B, C & D) in Polythene cover in cartons of 1,000 sheets.
2. The range of Bar Code of each consignment to be intimated only to the “Additional Secretary, (Examination), KPSC, Thiruvananthapuram-4” confidentially in double sealed cover marked “Confidential”.
3. The format of OMR Sheet is subject to slight changes for each consignment.
4. All the Answer Sheets should be pre-checked through the scanner and a check report must be supplied along with each consignment.
5. A code string to be incorporated in the OMR sheets, at the specified position, such as “KPSC 201A-xxxxxx” where xxxxxx is a running number (Serial No.) starting from 000001.

Other Details

1. Tender should be superscribed "Tender No. ES/01/2014 for the Supply of OMR Answer Sheets" and addressed to the Secretary, Kerala Public Service Commission, Thulasi Hills, Pattom Palace. P. O., Thiruvananthapuram, Kerala, Pin-695 004.
2. The Last date and time for receipt of tender forms is 1 p. m. on 28-3-2014.
3. Late tenders will not be accepted. No responsibility will be taken by the Commission for postal delay or non-delivery/non-receipt of tender documents.
4. The tenders will be opened at 3 p. m. on 28-3-2014 in the presence of the tenderers or their authorised representatives as may be present at that time.
5. Duplicate tender forms, if required, will be issued on remittance of ` 1,995 (` 1,900 + VAT @ 5%).
6. Every tenderer should send along with his tender an Earnest Money Deposit (EMD) @ 1% of the quoted amount by crossed Demand Draft payable at Thiruvananthapuram drawn in favour of the Secretary, Kerala Public Service Commission, Pattom Palace P. O., Thiruvananthapuram-4. An agreement executed on Kerala Stamp Paper worth ` 100 (Rupees One hundred only) shall be submitted along with the tender, the details of which are available in the tender form itself.
7. The accepted tenderer shall deposit a security deposit @ 4% of the total value in addition to the 1% EMD (total 5% of the estimated cost). The EMD submitted by other tenderer will be returned. The Security Deposit will be returned to the successful tenderer only after the completion of the period of supply.
8. Sale of tender forms will be closed at 12 Noon on 28-3-2014.
9. The tender forms are not transferable.
10. The rate quoted should remain firm till the completion of the period of the contract. (One year from the date of first Purchase Order).
11. The right of the Commission to reject any tender in full or in part, without assigning any reasons thereof is reserved.